

INFORMATION BULLETIN

WORKFORCE INVESTMENT ACT

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TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: LWIA ADVISORY COMMITTEE CONFERENCE CALL MINUTES—
MAY 10, 2002

The minutes and revised agenda from the Local Workforce Investment Area (LWIA) Advisory Committee conference call on Friday, May 10, 2002, are attached for your review and information. Please ensure that the minutes are provided to the appropriate staff.

If you have any questions regarding the minutes, please contact Jeannie Pryor at (916) 654-8035 or James Scholl at (916) 657-4610.

/S/ BILL BURKE
Chief
Workforce Investment Division

Attachments

LOCAL WORKFORCE INVESTMENT AREA ADVISORY CONFERENCE CALL

Friday, May 10, 2002

Agenda

| | | |
|------------|--|----------------|
| 10.00 a.m. | Welcome/Hot Topics | Bill Burke |
| | California Workforce Investment Board | David Militzer |
| | ➤ Status of 15 Percent Grants | |
| | Workforce Investment Division | |
| | ➤ Rescission | Bill Burke |
| | ➤ Third Quarter Expenditures | Bob Hermsmeier |
| | ➤ Status of Performance Measure Negotiations | Liz Clingman |
| | ➤ Agenda Items for June14 Quarterly Meeting | Bill Burke |
| | ➤ Proposed Future Quarterly/Advisory Dates | Bill Burke |
| | Open Discussion | |
| | Adjourn | |

Proposed Future Quarterly/Advisory Dates

- June 14, 2002 Quarterly in Sacramento
- July 12, 2002 Advisory Call
- August 9, 2002 Advisory Call
- September 13, 2002 Advisory Call
- October 18, 2002 Advisory Call
- November 15, 2002 Advisory Call
- December 6, 2002 Quarterly (CWA Board Meeting, December 5)
- January 10, 2003 Advisory Call
- February 21, 2003 Advisory Call
- March 14, 2003 Quarterly (Site Undetermined)
- May 9, 2003 Advisory Call
- June 6, 2003 Quarterly (CWA Board Meeting, June 5)

LOCAL WORKFORCE INVESTMENT AREA ADVISORY COMMITTEE CONFERENCE CALL MINUTES

Friday, May 10, 2002

Welcome/Agenda Building/Hot Topics—Bill Burke, Workforce Investment Division (WID)

- Electronic Filing for Unemployment Insurance (UI)—Customers can now go on-line and file for UI benefits. A field office directive was sent out which was shared through [Information Bulletin WIAB01-111](#) entitled *On-Line Unemployment Insurance Applications*. In some cases people may be coming into the One-Stops to use the computers there to go on-line and do the filing. Customers should be directed to the Job Service (JS) computers that are available. Because of high demand, some areas are limiting the amount of time available on the computers.
- Home Depot Partnership Coordination—The Department of Labor (DOL) has established a business partnership group with the intent of expanding, improving, and enhancing relationships with major national businesses. Home Depot is the first company. The DOL has also been working with Citicorp, Kids R Us, Toys R Us, Babies R Us, and Bank of America. On June 5, 2002, there is going to be a nationwide downlink to all Home Depot stores around the country. The Secretary of Labor and the Chief Executive Officer of Home Depot are going to address Home Depot managers and One-Stop partners. [Information Bulletin WIAB01-122](#) entitled *Home Depot National Business Partnership Satellite Broadcast*, includes a Web link listing the addresses for all the stores, along with more information on this event.
- Rapid Response—[Draft Directive WIADD-36](#) entitled *Applications for Rapid Response Funding* for Program Year (PY) 2002-2003, will be on the Employment Development Department's (EDD) Web site on May 16. The directive will ask the Local Workforce Investment Areas (LWIA) for applications by June 28, 2002. Applications will be evaluated in conjunction with the final expenditure data for the year and recommendations provided to the Governor roughly in mid-August. The bridge funding will be equal to two-thirds of the LWIAs' expenditures for this program year, as of March 31, 2002. If the applications are delayed, then the bridge funding will be delayed. The LWIAs will be able to carry over any unspent funds from this year.
- Veterans and Faith-Based Solicitation for Grant Applications—The DOL has two Solicitation for Grant applications out; one for the Veterans' Employment and Training Service (VETS), and one for Faith-based. [Information Bulletin WIAB01-115](#) entitled *Veterans Competitive Grants*, is now on the EDD Web site and explains California's strategy to receive and use these funds.

- **Reviews and Surveys**—Between July 2 and July 19, the DOL will be reviewing all of the State-level programs and then will visit some local areas. The DOL's entrance conference with the State for the youth portion of this review will be conducted on Monday, July 1. A review of youth issues at the State level will be Tuesday, July 2 and will concentrate on compliance issues. The local area review, which includes Sacramento (SETA), San Joaquin, Oakland, and San Jose, will take place during the week of July 8.
- **The General Accounting Office (GAO)**—On June 11 and 12, GAO will conduct a statewide review on Older Workers. The GAO is looking for two local sites to conduct their reviews. They are requesting one rural and one urban site. The WID is working with the Department of Aging and the Senior Worker Advocate office to identify the two sites.
- **Universal Access Survey** California gave Mathematica, the DOL contractor, data based on survey responses from 26 of California's local areas. Because of data problems in nine other states, Mathematica has decided to change their approach and talk directly to some local areas and some states. In the Federal Register notice they wanted to know two things: 1) how many people are being served through universal access, which are commonly called Core A services, and 2) what are the costs involved. Mathematica is also interested in the tracking and monitoring of the universal access data. In order to facilitate this dialogue, the State plans to work with the California Workforce Association (CWA) to select some local areas for this June discussion with Mathematica. The LWIAs will receive a State roll-up of the survey information.
- **Monitoring Process**—Jessie Mar, of the Program Review Branch (PRB), indicated PRB is conducting their financial management and procurement reviews for the Workforce investment Act (WIA). One problem area is the cost-sharing and resource-sharing arrangements in the One-Stops. There are three major situations: 1) the WIA is still paying 100 percent of all the costs at the One-Stop for all its partners, 2) the agreements may be developed but are not followed, and 3) sharing is done informally and nothing is in a cost agreement so the fair share of costs can't be determined. In the past, the State hasn't identified these cost-sharing arrangements as findings; however, PRB will be including these as issues this year. The upcoming federal reviews by Region VI, the Office Inspector General (OIG), and other entities, are going to be looking at these arrangements and how costs are determined. Everyone understands this is a national issue; PRB is trying to get some kind of flexibility.

State Board Update—David Militzer, California State Workforce Investment Board (CalWIB)

- **Status of 15 Percent Grants**—November 9 was the closing date for the 15 percent grant proposals. The CalWIB and EDD are in the process of sending out letters to 74 awardees for a total of over \$54 million. Letters were mailed under four categories: Job Skills, Youth Initiative, Childcare Initiative, and Rapid Response. The CalWIB is working with Jose Luis Marquez and Don Migge of the Workforce

Development Branch, who have invited all awardees to attend an orientation relative to EDD eligibility requirements, cash drawdown, Job Training Automation (JTA) system reporting, and subgrant negotiations. The first orientation is scheduled for May 15 at the Los Angeles Marriott; the second in Sacramento on May 17 at the Holiday Inn Plaza. Dave Mar will attend to represent the Board and to field any policy questions. The presentation is designed for people new to WIA.

- Youth Council—A second Youth Council meeting was held in April. Two public hearings are being scheduled for State Youth Councils; the first on June 25 in Sacramento; the second on June 27 in Ontario.
- Small Business Strategies—The Board has been working with a number of people, including Board members, on small business strategies, particularly emphasizing service delivery to small businesses. There were two small business forums held, one in Fresno in February, and the other in Long Beach in April. Two more forums are being scheduled; one in Redding on June 4, and San Francisco on June 26.
- Farmworkers—In February 2002, [Information Bulletin WIAB01-81](#), entitled *Title IB Dislocated Worker Funded Services Eligibility*, was issued from EDD clarifying some service issues around farmworkers and access to services. Forums were scheduled around the State for farmworkers in areas where there is a concentration of agricultural activity. The first was held in Visalia in April. There are three additional forums that will take place; May 16 in Indio, Riverside County, June 20 in Stockton, San Joaquin County, and a tentative date of June 26 for Salinas, Monterey County.
- The next State Board Meeting is scheduled for May 30 in Sacramento and will coincide with the CWA Conference, scheduled for May 29-30. As part of the CWA agenda on May 29, members of the State Board will present the Board's priorities for next year. Action items for the May 30 meeting include:
 1. One-Stop certification recommendation,
 2. Local Area Designation,
 3. Local Board Re-certification, and
 4. A Definition of Failure to Perform as it Relates to Sanctions and Technical Assistance.

Rescission—Bill Burke, WID

As of this date, there is no new additional information. The State anticipates DOL will communicate information on the Rescission sometime during the month of June.

Third Quarter Expenditures—Bob Hermsmeier, WID

The expenditures for the third quarter declined for the first time in the history of both JTPA and WIA programs. The third quarter's expenditures were substantially less than the second quarter's expenditures. To further complicate matters, the PY 1999-2000 funds must be expended by June 30, 2002, or returned to the Secretary of Labor. Part of the problem is that some of the LWIAs haven't used the first-in first-out accounting

convention that allows entities to move expenditures to the older funding. Each LWIA will receive a data sheet, by program year, which details expenditures and obligations for all of the funding sources. Because of the importance and ramifications of this information, the letters will be sent to both the LWIA Administrator and the Chief Elected Official.

Performance Measure Negotiations Liz Clingman, WID

- [Information Bulletin WIAB01-112](#) entitled *Status of Performance Negotiations*, summarizes the current status of performance negotiations. The bottom line is that the State delayed completing the negotiations in order to get more data. The two challenges are the following:
 1. Based on current data, the State is exceeding most of the agreed upon performance goals for PYs 2001-2002 and 2002-2003.
 2. In most cases, proposed statewide goals derived from the local proposals are well below current performance outcome.

The significant performance challenge facing the State continues to be with credentials. Also, credentials are going to be removed from the State sanction process. This is going to make it difficult for the state to meet the goals. If California does not meet those goals two years in a row, the Governor may be subject to a five percent sanction, whether the State sanctions the local areas or not. The State interpretation of the guidance indicates that there's a lot of latitude on properly measuring a credential. The next step will be to have more conversations with some of the administrators on how to best deal with the challenges the system faces with credentials.

- Employer Customer Satisfaction—Bob Hermsmeier sent out an e-mail last week with a request to comply with [Directive WIAD01-13](#) entitled *WIA Employer Customer Satisfaction*. This is becoming a significant issue. The State has a good system in place to measure customer satisfaction but it's only as good as the information in the system. To date, only 11 local areas are complying with the employer customer satisfaction reporting requirement.

Agenda Items for June 14 Quarterly Meeting—Bill Burke, WID

- Bill requested agenda items to be put forward for this meeting; there are none at this time. We will send out a solicitation for agenda items.
- Proposed Future Quarterly/Advisory Dates—Bill asked the remaining Advisory Committee Members to make note of the proposed future dates in Attachment 2.